

TERMINATION RECORD FOR CDL DRIVERS

1 MEMBER I.D. #

2 INDIVIDUAL'S LAST NAME FIRST NAME INITIAL

3 SOCIAL SECURITY # 4 DATE OF BIRTH Mo. Day Yr.

5 PERIOD OF SERVICE TO

6 Was the driver involved in DOT or Non-DOT recordable accidents/incidents during this period of service? Yes No If yes, please complete accident and/or drug/alcohol information on reverse.

7 Do you have record of the driver violating DOT drug/alcohol regulations in the past 3 years?

8 STATE LICENSE #

STATE LICENSE #

Important Notice: Refer to "Guide" for full explanation of codes below (Form SL0050g)

9 Eligible for Rehire (Circle only one) 001 Yes 002 Yes, but against company policy 003 No 004 Review required before hiring

10 REASON FOR LEAVING (Circle Only One)

- 101 Discharged (or Company Terminated Lease)
- 104 Agency Lease Terminated
- 106 Laid Off (or Lease Suspended)
- 112 Leave of Absence
- 122 Repossession/Lease Default
- 127 Retired
- 133 Resigned/Quit (or Driver Terminated Lease)
- 199 Other

11 STATUS (Circle All That Apply)

- 202 Company Driver
- 207 Lease Driver (Employee of Independent Contractor)
- 213 Owner/Operator
- 217 Lease Purchase Program
- 228 Trip Leaser
- 230 Student/Trainee
- 233 Student CDL Permit
- 234 Casual Driver
- 299 Other

12 DRIVER'S EXPERIENCE (Circle All That Apply)

- 303 Local
- 305 Regional
- 311 Mountain Driving
- 327 Over the Road
- 332 Single Driver
- 333 Driver Trainer/Instructor
- 351 1st Driver on Team
- 352 2nd Driver of a Team
- 355 Freight Handling
- 399 Other

13 EQUIPMENT OPERATED (Circle All That Apply)

- 505 Auto Transporter
- 511 Bus
- 516 Double Trailer
- 523 Driveaway/Towaway
- 527 Dry Box
- 529 Dump Truck
- 532 Flat Bed
- 533 Mobile Crane
- 534 Pick Up or Hot Shot
- 540 Refrigerated
- 542 Specialized Trailer
- 544 Specialized Truck/Toter
- 547 Straight Truck
- 549 Pneumatic Trailer
- 552 Tank Truck
- 562 Triple Trailer
- 573 Van
- 581 Winch
- 599 Other

14 LOADS HAULED (Circle All That Apply)

- 707 Bulk Commodity
- 712 Container
- 713 Empty Trailer
- 714 Gen. Commodity
- 716 Electronics
- 718 Hanging Meat
- 720 Hazardous Material
- 725 Household Goods
- 729 Livestock
- 730 Lumber
- 731 Machinery
- 733 Mobile Homes
- 735 Motor Vehicle
- 750 Passengers
- 762 Oversized Loads
- 763 Parcels
- 764 Pipe
- 769 Refrigerated
- 773 Steel
- 799 Other

15 WORK RECORD (Circle All That Apply)

- 901 Satisfactory
- 902 Superior
- 903 Outstanding
- 912 Excessive Complaints
- 913 Cargo Loss
- 915 Falsified Employ. Application
- 917 Equipment Loss
- 924 Late Pick Up/Delivery
- 926 Log Violation
- 928 No show
- 929 Failed To Report Accident
- 931 Quit Under Dispatch/Did Not Possess a Load
- 933 Quit/Dismissed During Training/Orientation/Probation
- 935 Company Policy Violation
- 938 Unsatisfactory Safety Record
- 940 Disconnected Tracking Device
- 944 Personal Contact Requested
- 957 Unauthorized Equip. Use
- 959 Unauthorized Passenger
- 961 Unauthorized Use of Company Funds
- 999 Other

16 List Disputed Employment Code(s) separated by a comma

17 Contact Person (optional) Date

QUIT UNDER LOAD/ABANDONMENT (If Applicable, Circle Only One)

- 950 Co. Terminal - With Notice
- 951 Auth. Location - With Notice
- 952 Co. Terminal - W/O Notice
- 953 Unauth. Location - W/O Notice
- 954 Left Vehicle With Team Driver
- 955 Unauth. Location - With Notice
- 956 Auth. Location - W/O Notice

TERMINATION RECORD DETAILS

A _____ **B** _____
MEMBER I.D. # SOCIAL SECURITY #

Please detail all DOT recordable accidents (use additional paper if more than 8) and the most severe non-DOT recordable accidents

C _____ Total Number of DOT Recordable Accidents **D** _____ Total Number of Non-DOT Accidents/Incidents

Accident/ Incident#	DOT?	Date	City	State	#of Injuries	#of Fatalities	HAZMAT	Description Codes(s) (Use up to 4)
Sample	Y or N	3/3/1998	Tulsa	OK	0	0	Y or N	01, 02
1	Y or N						Y or N	
2	Y or N						Y or N	
3	Y or N						Y or N	
4	Y or N						Y or N	
5	Y or N						Y or N	
6	Y or N						Y or N	
7	Y or N						Y or N	
8	Y or N						Y or N	

ACCIDENT DESCRIPTION CODES

01 Backing	09 Overturn	17 Picked Up Damaged	24 Fuel Spill	40 Preventable Accident/ Incident
02 Right Turn	10 Struck Overhead Object	Trailer	25 Fire	50 Non-Preventable Accident/Incident
03 Left Turn	11 Jack Knife	18 Mechanical Failure	26 Hit Animal	99 Misc.
04 Lane Change Side Swipe	12 Hit Pedestrian	19 Ran Traffic Control	27 Hit Parked Vehicle	
05 Rear End Collision	13 Passing	20 Ran Off Roadway	28 Load shift	
06 Intersection Collision	14 Dropped Trailer	21 Downgrade Runaway	29 Theft	
07 Head On Collision	15 Hit While Parked	22 Trailer Breakaway	30 Rollaway	
08 Struck Stationary Object	16 Hit While Moving	23 Cargo Spill	31 Non Contact	

M List disputed accident/incident number(s): (1,2,3 etc.) and/or items C and D _____

Indicate below any violations of 49 C.F.R. Part 40 that occurred during this period of service.

Violation

Date(s) of violation:

- ☐ Driver had an alcohol test with a confirmed B.A.C. of 0.04 or greater. Mo Day Yr Mo Day Yr
- ☐ Driver had a controlled substance test with a positive result. Mo Day Yr Mo Day Yr
- ☐ Driver refused a controlled substance or alcohol test (includes verified adulterated or substituted results). Mo Day Yr Mo Day Yr
- ☐ Driver violated other DOT drug/alcohol regulations. Mo Day Yr Mo Day Yr

Indicate below any violations of 49 C.F.R. Part 40 that occurred within the past 3 years which were reported to you by a previous employer.

Violation


Date(s) of violation:

- ☐ Previous employer reported DOT drug/alcohol violation(s). Mo Day Yr Mo Day Yr


CHECK HERE ☐ if driver disputes Drug/Alcohol violation(s).






GUIDE TO THE TERMINATION RECORD FORM

This guide includes the definitions of codes and terms used in the current version of  Termination Record Form for CDL drivers.

While most of the descriptions on the termination form are self-evident, we recommend you consult this guide when contributing termination records if you are in doubt.

You may also receive employment histories contributed by other  members that contain terms not used in your operation. Use this guide to interpret any term in which you are unsure of the meaning.



TERMINATION RECORD DETAILS

- 1** MEMBER ID #: Record the customer number assigned by [REDACTED]
- 2** LAST NAME AND FIRST INITIAL OF FIRST NAME: Record driver's last name with no space and no punctuation. In the box at the end of this line, record the first initial of the driver's first name.
- 3** SOCIAL SECURITY NUMBER: Record the driver's social security number.
- 4** DATE OF BIRTH: Record the month, day and year (including century) of the driver's date of birth.
- 5** PERIOD OF SERVICE: Record period of service using starting month and year (including century) to terminating month and year (MMCCYY to MMCCYY):
- 6** WAS THE DRIVER INVOLVED IN DOT OR NON-DOT ACCIDENTS/INCIDENTS DURING THIS PERIOD OF SERVICE?: Answer by marking the yes or no box. If yes, give accident details on the back of the form.
- 7** DO YOU HAVE RECORD OF THE DRIVER VIOLATING DOT DRUG/ALCOHOL REGULATIONS IN THE PAST 2 YEARS?: Answer by marking either the yes or no box. If yes, indicate the violation on the back of the form.
- 8** STATES OF LICENSE: Record the post office abbreviation for the state or states in which the driver has held licenses while with your company. Record license number(s) omitting all spaces and dashes.
- 9** ELIGIBLE FOR REHIRE (circle only one code)
001 Yes: Driver is eligible for rehire.
002 Yes, but against company policy: Driver is qualified, but your company has a policy against rehiring drivers regardless of qualifications.
003 No: Driver is ineligible for rehire based on current company standards.
004 Review required before rehiring.
- 10** REASON FOR LEAVING (circle only one code)
101 Discharged: Employment or lease is involuntarily terminated.
104 Agency Lease Terminated: An agency affiliated with the company has terminated, closed, or is no longer under contract.
106 Laid Off: Driver is laid off or lease has been suspended due to business reasons unrelated to performance.
112 Leave of Absence: Company approved leave without pay.
122 Repossession/Lease Default: Owner Operator/Independent Contractor has defaulted on a lease contract or had their truck(s) and/or trailer(s) repossessed.
127 Retired: Driver retires.
133 Resigned/Quit: Employment or lease is voluntarily terminated.
199 Other: Anything other than items listed above. This space is provided for your documentation. [REDACTED] will record "other" only.
- 11** STATUS (You may circle more than one code)
202 Company Driver: An employee of the company.
207 Lease driver: Employee of an independent contractor.
213 Owner/operator: A person who owns and drives his own equipment for a company as its employee or as an independent contractor.
217 Lease Purchase Program: A driver that is currently participating or has participated in an equipment lease purchase program.
233 Student CDL Permit: A student qualified as a second seat driver while on a CDL learner permit.
228 Trip Leaser: Driver is acting as an independent operator or as an agent of a carrier contracting with your company for specific loads hauled on a trip by trip basis.
230 Student/Trainee: A student or trainee of the company.
234 Casual Driver: A driver hired to drive on an intermittent, casual, or occasional basis who may or may not be an employee of the company.
299 Other: Anything other than items listed above (see 199).
- 12** DRIVER'S EXPERIENCE (You may circle more than one)
303 Local: Driver had substantial city driving experience.
305 Regional: Driver had substantial regional driving experience.
311 Mountain driving: Driver had substantial mountain driving experience.
327 Over-the-Road: Driver had substantial long haul driving experience.
332 Single Driver: Driver had sole responsibility for equipment and substantial experience driving alone.
333 Driver Trainer/Instructor: Driver had substantial road experience training students and/or trainees. A company employee that has a substantial amount of experience with classroom and driving instruction.
351 1st driver of a Team: Driver had primary responsibility in a two-member team.
352 2nd driver of a Team: Driver had secondary responsibility in a two-member team.
355 Freight Handling: Driver had substantial experience loading and unloading freight.
399 Other: Anything other than items listed above (see 199).
- 13** EQUIPMENT OPERATED (You may circle more than one)
505 Auto Transporter: Truck, semi-trailer, or trailer with the body designed for the transportation of other vehicles.
511 Bus: A motor vehicle designed, constructed and used for the transportation of passengers.
516 Double trailer: (Also twin trailer-unit) consists of tractor, semi-trailer and full trailer.
523 Driveaway/Towaway: Motor vehicle(s) or trailer(s) constitute the commodity being transported. One or more sets of wheels of such vehicles are on the road during transportation.
527 Dry box: Enclosed semi-trailer.
529 Dump truck: Truck, semi-trailer or trailer which can be tilted to discharge load.
532 Flat bed: Truck or trailer without sides or top. [REDACTED]
533 Mobile Crane: A truck designed for the specific purpose of transporting a crane.
534 Pick-Up or Hot Shot: Up to one ton truck with or without a trailer.
540 Refrigerated: Refrigerated truck or trailer designed for hauling perishables.
542 Specialized trailer: A trailer designed for a specific purpose not included in the other categories listed (e.g. missile carrier).
544 Specialized truck/Toter: A straight truck/tractor with the body designed for a specific purpose other than those listed in other categories here (e.g. concrete, refuse, etc.).
547 Straight truck: A truck with the body and engine mounted on the same chassis and not listed elsewhere under equipment operated.
549 Pneumatic Trailer: Truck, semi-trailer or trailer loaded and/or unloaded using compressed air.
552 Tank truck: Truck, semi-trailer, or trailer with a tank body for hauling petroleum, chemicals, liquids, or dry commodities in bulk.

- 562 Triple trailer: Tractor, semi-trailer plus two trailers.
- 573 Van: Van, including step van.
- 581 Winch: Hoist used on straight truck or tractor (includes gin pole).
- 599 Other: Anything other than items listed above (see 199).

14 LOADS HAULED (You may circle more than one)

- 707 Bulk Commodity: Liquid or dry bulk.
- 712 Containers: Hauling of large cargo-carrying containers that can be easily interchanged between trucks, trains, and ships, without rehandling contents.
- 713 Empty trailer: Driver delivers empty trailers—does not apply to deadheading.
- 714 General Commodity: Varied types of freight.
- 716 Electronics: Transporting electronic commodities requiring special handling.
- 718 Hanging meat: Self explanatory.
- 720 Hazardous material: As designated by the Department of Transportation including but not limited to: explosives, radioactive materials, etiologic agents, flammable liquid or solids, combustible liquids or solids, poisons, oxidizing or corrosive materials, and compressed gases.
- 725 Household goods: Self explanatory.
- 729 Livestock: Transporting cattle, horses, etc.
- 730 Lumber: Self explanatory.
- 731 Machinery: Self explanatory.
- 733 Mobile homes: Self explanatory.
- 735 Motor vehicles: Transporting of motor vehicles by hauling them on special vehicles or through driveaway-towaway.
- 750 Passengers: People.
- 762 Oversized loads: Loads requiring special permits due to size or weight.
- 763 Parcels: Parcels and packages.
- 764 Pipe: Self explanatory.
- 769 Refrigerated: Self explanatory (not including hanging meat).
- 773 Steel: Other than pipe.
- 799 Other: Anything other than items listed above (see 199).

15 WORK RECORD (You may circle more than one)

It is strongly recommended that items denoting less than satisfactory performance be supported by documentation in the driver's file.

- 901 Satisfactory: Driver meets minimum company standards of performance in all categories.
- 902 Superior: Driver exceeds minimum company standards of performance in all categories.
- 903 Outstanding: Driver's performance is outstanding in all categories.
- 912 Excessive Complaints: An excessive number of complaints have been received regarding the driver's service and/or safety.
- 913 Cargo loss: Cargo was lost, stolen, damaged or destroyed while assigned or under direct responsibility of the driver.
- 917 Equipment loss: Equipment was lost, stolen, damaged or destroyed while assigned to or under direct responsibility of driver.
- 915 Falsified Employment Application: Falsified information on employment application or omitted information as required by company, state, or federal regulations.
- 924 Late pick up/Delivery: Failed to make pickup or delivery according to schedule.
- 926 Log Violation: Violation of Federal Motor Carrier Safety Regulations, "Hours of Service," part 395.
- 928 No show: Driver failed to appear on job site without notification or approval of supervisor. Driver has hauled previous loads for the company.
- 929 Failed To Report Accident: Driver violated accident reporting requirements while in the service of the company.
- 931 Quit Under Dispatch: Driver was available for work, assigned a load but quit before load was secured. Driver did not possess a load.
- 933 Quit/Dismissed During Training/Orientation/Probation: Driver did not complete company training, orientation and/or probation. If the driver quit or was dismissed during orientation, leave sections 12, 13 & 14 blank and do not provide further information to section 15.
- 935 Company policy violation: Driver violated company policies and/or procedures. Use this code only if the other selections in this section do not indicate the company policy violated.
- 938 Unsatisfactory Safety Records: Driver did not meet company safety standards.
- 940 Disconnected Tracking Device: The driver disconnected the truck and/or trailer-tracking device(s) without company authorization.
- 944 Personal Contact Requested: Company issuing record has further information to provide regarding the driver or for the driver.
- 957 Unauthorized equipment use: Deviated from route or used equipment for purposes not specified by company. (Not intended to be used when the driver has resigned/quit or terminated lease and returned equipment to the nearest company terminal or a location authorized by the company.)
- 959 Unauthorized passenger: Passenger in company vehicle contrary to company policy or did not meet company policy requirements covering authorized passenger.
- 961 Unauthorized Use of Company Funds: Driver used company funds for purposes not authorized by company.
- 999 Other: Anything other than items listed above (see 199).

QUIT UNDER LOAD/ABANDONMENT: (Circle only one code, if applicable) Quit job before truck and/or cargo was delivered to final destination.

- 950 Co. Terminal - With Notice: Left truck and/or cargo at a company terminal. Driver did notify the company of termination. (Not intended to be used when the driver has resigned/quit or terminated lease and returned equipment to the nearest company terminal or a location authorized by the company.)
- 951 Auth. Location - With Notice: Left truck and/or cargo at a location authorized by the company. Driver did notify the company of termination.
- 952 Co. Terminal - W/O Notice: Left truck and/or cargo at a company terminal. Driver did not notify the company of termination. (Not intended to be used when the driver has resigned/quit or terminated lease and returned equipment to the nearest company terminal.)
- 953 Unauth. Location - W/O Notice: Left truck and/or cargo at a location unauthorized by the company. Driver did not notify the company of termination.
- 954 Left Vehicle With Team Driver: Left truck and/or cargo in the possession of a team driver.
- 955 Unauth. Location - With Notice: Left truck and/or cargo at a location unauthorized by the company. Driver did notify the company of termination.
- 956 Auth. Location - W/O Notice: Left truck and/or cargo at a location authorized by the company. Driver did not notify the company of termination.
- **** The following codes are no longer used, but could appear on older termination records.
- 909 Abandonment: Abandoned truck and/or cargo without notification to the company.
- 937 Quit Under Load: Quit job before truck and/or cargo was delivered to final destination. Assumes that driver did notify company of termination.

16 LIST DISPUTED EMPLOYMENT CODE(S): List any employment codes that were disputed by the driver at the time of termination.

17 CONTACT PERSON: Signature of individual completing form and date.

A Member I.D.#: Record the customer number assigned by [REDACTED]

B Social Security #: Record the driver's Social Security Number.

ACCIDENT/INCIDENT DETAILS

C Total Number of DOT Recordable Accidents: Record the total number of accidents that are classified as "recordable" under DOT guidelines. The number of accidents listed does not necessarily reflect fault on the part of the driver involved.

D Total Number of Non-DOT Accidents/Incidents: Record the total number of accidents/incidents that do not meet the DOT recordable classification. Accidents/incidents listed do not necessarily reflect fault on the part of the driver involved.

E DOT?: Circle Y or N to indicate whether the accident meets the DOT guidelines for a recordable accident or did not meet those guidelines.

F Date: Record the month, day and year (including century) the accident/incident occurred.

G City: Record the city or town (or nearest) in which the accident/incident occurred.

H State: Record the state in which the accident/incident occurred.

I Injuries: Record the total number of persons injured as a result of the accident/incident who immediately received medical treatment away from the scene.

J Fatalities: Record the total number persons that died as a result of the accident/incident.

K HAZMAT: Record whether hazardous materials, other than fuel from the tanks of motor vehicles involved in the accident/incident, were released.

L Description Code(s): You may use up to four (4) accident description codes to describe each accident.

- 01 Backing: Occurred while backing.
- 02 Right Turn: Occurred while making a right turn.
- 03 Left Turn: Occurred while making a left turn.
- 04 Lane Change Side Swipe: Involved a side swipe collision while changing lanes.
- 05 Rear End Collision: Involved striking another vehicle in the rear.
- 06 Intersection Collision: Involved a collision while in an intersection.
- 07 Head-On Collision: Involved a head-on collision with another vehicle.
- 08 Struck Stationary Object: Involved an impact with a stationary (fixed) object.
- 09 Overturn: Involved the truck and/or trailer overturning.
- 10 Struck Overhead Object: Involved an impact with an overhead object.
- 11 Jack-knife: Involved the truck and trailer jack-knifing.
- 12 Hit Pedestrian: Involved an impact with a pedestrian.
- 13 Passing: Occurred while passing another vehicle.
- 14 Dropped Trailer: Involved the trailer being dropped.
- 15 Hit While Parked: Involved the truck and/or trailer being hit while parked.
- 16 Hit While Moving: Involved the truck and/or trailer being hit by another vehicle or object while moving.
- 17 Picked Up Damaged Trailer: The driver picked up a trailer that had been previously damaged.
- 18 Mechanical Failure: Occurred due to mechanical failure of the truck and/or trailer.
- 19 Ran Traffic Control: Involved a failure to yield at traffic control.
- 20 Ran Off Roadway: Involved the truck and/or trailer running off the roadway.
- 21 Downgrade Runaway: Involved loss of control on a downgrade.
- 22 Trailer Breakaway: Involved the trailer breaking away from the tractor.
- 23 Cargo Spill: Involved a cargo spill.
- 24 Fuel Spill: Involved a fuel spill from the power unit.
- 25 Fire: Involved a fire.
- 26 Hit Animal: Involved an impact with an animal.
- 27 Hit Parked Vehicle: Involved an impact with a parked vehicle.
- 28 Load Shift: Involved a load shift.
- 29 Theft: Involved theft of the truck, trailer and/or cargo.
- 30 Rollaway: Involved a parked truck and/or trailer rollaway.
- 31 Non-Contact: Did not involve a collision.
- 40 Preventable Accident/Incident: Based on your company guidelines the accident/incident was preventable.
- 50 Non-Preventable Accident/Incident: Based on your company guidelines the accident/incident was non-preventable.
- 99 Misc.: Anything other than the items listed above.

M List Disputed Accident/Incident Number(s): List the accident/incident number(s) (1, 2, 3, etc. in the preceding chart) that the driver disputes. If the driver disagrees with the total number of DOT or non-DOT accidents/incidents, enter items C and/or D.

DRUG/ALCOHOL VIOLATION DETAILS

1 Driver had an alcohol test with a confirmed B.A.C. of 0.04 or greater: If the driver violated this section of 49 C.F.R. Part 40, Mark an "X" in the box and list the date(s) of violation.

2 Driver had a controlled substance test with a positive result: If the driver violated this section of 49 C.F.R. Part 40, mark an "X" in the box and list the date(s) of violation.

3 Driver refused a controlled substance or alcohol test (includes verified adulterated or substituted results): If the driver violated this section of 49 C.F.R. Part 40, mark an "X" in the box and list the date(s) of violation.

4 Driver violated other DOT drug/alcohol regulations. If the driver violated this section of 49 C.F.R. Part 40, mark an "X" in the box and list the date(s) of violation.

5 Previous employer reported DOT drug/alcohol violation(s). If the driver violated this section of 49 C.F.R. Part 40, mark an "X" in the box and list the date(s) of violation.

Check Here: Mark an "X" in the box if the driver disputes any of the drug/alcohol violations. [REDACTED]